

CITY OF TOLEDO
Division of Building Inspection
One Government Center, Ste 1600, Toledo, OH 43604

DEMOLITION PERMIT REQUIREMENTS

A permit is not required if the structure is under 6000 cf, is **not** in an Historic District, **and** there is no water or sewer service.

Before you apply for a demolition permit:

1. Call Dept. of Public Utilities Customer Service (419) 245-1800 for a "Turn Off and Remove" for the water service. This call is not for the kills required, it's just for water turn off.
2. Call (419) 936-1395 for killing water taps that are greater than 2". The Water Dept will need to give you an estimate on the cost for the larger tap kill fees.
3. If the property is in a designated Historic District (Vistula, Old West End, Toledo Olde Town and Westmoreland) a Certificate of Appropriateness is required. The Downtown Overlay District (DOD) also requires review. Contact the Plan Commission (419) 245-1200 with questions pertaining to Certificates of Appropriateness.
4. Contact **Health Dept./Environmental (419) 213-4100** that rodent inspection has been completed. Health Dept. will provide you with an approved form to be brought into this office when your permit is ready for pick up.
5. Property owner must contact **Columbia Gas 1(800) 344-4077** for verification that the gas service has been abandoned. If gas service has not been de-activated, the owner must request this of Columbia Gas prior to contractor **requesting the abandonment**. Ask them to email the kill information to the City of Toledo at: toledobi@toledo.oh.gov
6. Call **Toledo Edison Customer Service 1(800) 633-4766** for verification that service has been abandoned. Fax your written request for cut and removal of service to 1 (877) 289-6374. Include the date, address of service cut and contractor/contact information.
7. Call **Environmental Services (419) 936-3015** for verification of asbestos review requirements or you may download the Environmental Services Demolition and Renovation Fact Sheet and the required Notification of Demolition and Renovation form found under the City's Environmental Services web page.
8. Call City of Toledo Division of Taxation (419) 245-1662 for your Toledo Tax ID number if a contractor.
9. Call the Dept. of Transportation (419) 245-1300, if you interfere with the public Right-of-Way
10. Contact your cable television or telephone company if applicable.
11. Notify adjoining neighbors.

Removal of In-Ground Tanks:
-\$75 for first tank, plus \$25 for
each additional tank

Applying for your demolition permit:

- Provide the parcel #, Length, Width & Height of building.
Provide documented verification of items listed above.
- **Demolition permit application fees:**
 - \$75 for structures under 6,000 cubic feet
 - \$100 for structures 6,000 to 50,000 cubic feet
 - \$100 plus \$3 per 1,000 c.f. for structures over 50,001 cubic feet

Cubic Ft. = L x W x H of the building

Submit & apply for required Water and Sewer Termination Kills for the demo at the online portal website: www.toledo.oh.gov/permits

- **Water Kills 2" or less - \$820 Sewer Kill - \$215 Inspection fee - \$325**

Please contact Water dept. at 419-245-1800 or Sewers at 419-936-2924 if you have questions about applying for the water and sewer kills.

*** Your Demo permit will be issued only after all verifications from the above agencies have been received and all kills are completed.**

**Monitor your PENDING applications by visiting our online permit web site at:
www.toledo.oh.gov/permits**

See the attached sheet for Additional Requirements of the demolition process.

Additional Requirements (After the Structure is Demolished)

1. After demolition is completed, per TMC 911.14 you must remove all drive approaches and curb cuts and restore per City of Toledo Standards. Direct any questions to the City of Toledo Engineering Services Div. at (419) 245-1315 for any questions.
2. Concrete or masonry floors located below the existing grade shall be broken up sufficiently to allow drainage of ground water.
3. All walks, drives, slabs, fences and terraces not within the public right-of-way shall be entirely removed at the demolition site unless non-removal does not create a public nuisance as determined by the building official.
4. All entrance steps and outside stairways shall be removed.
5. Walls or footers shall be removed to a depth of 18" below existing grade. Walls below grade, composed of organic material, shall be completely removed.
6. When demolition operations generate dust or other air-borne material, water shall be used to minimize these conditions. The City of Toledo, Division of Water, shall be contacted to make the necessary arrangements if fire hydrants are to be used for this purpose.
7. Every demolition site shall be left in a clean, graded condition. The grade shall be consistent with the grade that was present prior to the demolition so that the surface drainage from the abutting property is not adversely affected. If there is to be grade change at the demolition site as a result of demolition operations, the building official must be notified and his approval must be granted prior to the grade change.
8. The demolition site shall be seeded with sufficient grass seed to ensure that a stand of grass will grow.
9. Any cavity caused by or resulting from demolition shall be filled with clean sand or dirt fill to a depth of 18" below finished grade. The cavity shall be secured to prevent public access. On-site, inorganic fill may be used below 18".
10. All demolition material shall be disposed of in a licensed landfill.
11. The demolition site shall be secured to prevent unauthorized access to the site and to warn the public of the dangerous condition. All debris and demolition activity shall be kept in the secured area.
12. On-Site salvage material must be stored in a manner so as not to create a public nuisance and for a period not to exceed the life of the demolition permit.
13. Any underground storage tanks must be completely removed under separate permit.



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Demolition Permit Application

One Government Center, Suite 1600 • Toledo, OH 43604 • Phone (419) 245-1220 • Fax (419) 245-1329 • www.toledo.oh.gov

Application #	Application Date	Lucas County Tax Parcel No. (Lucas County AREIS Online)
Contractor's License No.	Contractor's Toledo Tax ID #	Job Address
Contractor's Name		Location of Work
Contractor's Address		Owner's Name
Contractor's City, State, Zip		Owner's Address
Contractor's Phone No.	Contractor's Fax	Owner's City, State, Zip
Contractor's Email Address		Owner's Phone No. Owner's Fax

YOU MUST CHECK ONE ☐ 1/2/3 FAMILY ☐ COMMERCIAL/4 FAMILY ☐ BLDG CONSTRUCTION

Type of Occupancy _____ Building Use Group _____

Work Description _____

Area to be demolished.

Building Size: Width _____ Ft. Depth _____ Ft.

Area _____ Sq. Ft.

No. of Stories _____

Height _____ Ft.

Volume _____ Cu. Ft.

Comments _____

OFFICE USE

- ☐ Electric _____
- ☐ Gas retired _____
- ☐ Water & Sewer killed _____
- ☐ Water Permit # _____
- ☐ Over-The-Curb Permit No. _____
- ☐ Asbestos _____
- ☐ Rat inspection _____
- ☐ Affidavit _____

Fees: Demolition Permit

Permit Fee	\$ _____
1% (Res), 3% (Comm'l) State Surcharge	\$ _____
Permit Total	\$ _____

Application processed by _____

Application approved by _____

IN CONSIDERATION OF THE GRANTING OF THIS PERMIT, I, or we, agree to save the City of Toledo, harmless from any and all damages, I, or we, do hereby covenant and agree to construct said work in all respects in compliance with the provisions of the Statutes of the State of Ohio and the Ordinances of the City of Toledo, and that all statements as made are correct and true, and all orders of Division of Building Inspection will be complied with.

Signature of Owner

Signature of Contractor or Authorized Agent



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AFFIDAVIT IN SUPPORT OF APPLICATION FOR A DEMOLITION PERMIT

State of Ohio

SS:

County of Lucas

Affiant: _____ being first duly sworn, deposes that he/she, in compliance with the provisions of Section 1305.09 of the Toledo Municipal code, has:

1. Given notice of demolition work to be completed at _____ to individuals who are owners of all lots adjoining the buildings or structures to be removed.
2. That the owners of wires or other impediments, the temporary removal of which is necessary, have been given notice of the above-mentioned demolition work.
3. That, if a contractor, a valid Certificate of Insurance is in force covering bodily injury in the sum of \$100,000 to \$300,000 and covering property damage in the sum of \$100,000 (liability insurance is not required if the demolition is being done by the owner of the property as the prime contractor, however, such owner must hold title to the land and buildings thereon).

Affiant further swears and affirms:

4. That the affiant has notified the Columbia Gas Company to terminate any natural gas service to the structure at the street.
5. That the affiant has notified the Toledo Edison Company to cut the electrical power drops to the structure.
6. That this affidavit is made so that the Commissioner of Building Inspection may issue a permit to the affiant for removal or demolition of the building or structure listed in the application file.

Further, affiant sayeth not.

Affiant

Sworn to and subscribed in my presence this _____ day of _____, 20____.

Notary Public, State of Ohio